

**MINISTRY / DEPARTMENT**  
**APPLICATION FOR ADVANCE FROM GENERAL PROVIDENT FUND**

1. Name of the subscriber
2. Account Number
3. Designation
4. Pay
5. Balance at credit of the subscriber on the date of application as below: -
  1. Closing Year 200.....
  2. Credit from ..... To ..... Subscription.
  3. Refund of advance / advances
  4. Withdrawals during the period from .....to .....
  5. Net balance at credit
6. Amount of advance / advance outstanding.

Amount of. ....	Sanction	Balance outstanding as on date
.....	.....	.....
7. Amount of advance required
8. (a) Purpose for which the advance is required.
  - (b) Rules under which the request is covered.
  - (c) If advance is sought for House building etc. Following information may be given: -
    - I. Location and measurement of the plot.
    - II. Whether plot is free hold or on lease.
    - III. Plan for construction.
    - IV. If the flat or plot being purchased is from a H.B. Society. The name of the Society, the location & Measurements etc.
    - V. Cost of construction.
    - VI. If the purchase of flat is from BDA or any Housing Board, etc. the location, dimension etc. may be given.
  - d) If advance is required for education of children, following details may be given: -
    - I. Name of son / daughter.
    - II. Class & Institute / College studying
    - III. Whether a day scholar or a hosteller.
  - e) If Advance is required for treatment of ailing family members, following details may be given.

1. Name of the patient and relationship
2. Name of the Hospital / Dispensary / Doctor where the patient is undergoing treatment.
3. Whether outdoor / indoor patient.
4. Whether reimbursement available for not

**Note:** - In case of advance under 8 (c) to 8(e), no certificate or documentary evidence would be required.

9. Amount of the consolidated advance (item 6 & 7) and number of the monthly instalments in which the Rs. .... Consolidated advance is proposed to be repaid in ..... instalments @ Rs. .... per month.
10. Full particulars of the pecuniary circumstances of the subscriber, justifying the application for the temporary withdrawal.

I certify that particulars given above are correct and complete to the best of my knowledge and belief and that nothing has been concealed by me.

Signature of the Applicant

Date ..... Section / Division ..... Telephone .....